

## Information for Prospective Members

**Benicia Plein Air Gallery** is a co-op art gallery specializing in paintings done en plein air. Located in historic downtown Benicia, the gallery draws visitors from all over the Bay Area, visitors from many states and countries, and a vibrant local community supportive of the arts. The gallery participates in community-sponsored Art Walks and Open Studios. An active downtown business association (Benicia Main Street,) the First Street Galleries association, Arts Benicia and the City of Benicia sponsor many community events which take place in front of or near the gallery.

We are currently **13 artists** and a cooperative group of in every sense of the word, and we share expenses equally. The group votes on any changes, including policies and procedures, monthly dues and additional assessments when needed to cover special project costs. The current **monthly dues of \$85** pays for rent of the building, insurance, business license, utilities, bank fees, phone, e-mail, website, publicity and gallery supplies.

Each artist is given a gallery wall space which rotates every two months, and every 13 months each of us presents a **Featured Artist Exhibit** on the gallery's largest wall space. Artists hang their own work, and are allowed to change their own display at any time. All sales go directly to the artist and the gallery takes **no commission on sales**. Artists do pay credit card fees on sales made through the gallery's Square account (currently 2.75%.) Artists are required to have a current California Seller's Permit, and report and pay their own sales taxes to the State. Artists are also responsible for reporting their own sales earnings to California and Federal tax authorities.

Members are required to **staff the gallery** about once every three weeks. Each shift is a full day, six hours. Gallery hours: Spring & Summer, Thurs-Sun noon - 6 pm, Fall & Winter, Thurs-Sun 11 am - 5 pm. New members will be introduced to gallery procedures by training with a member before staffing a shift on their own. Members are also expected to **volunteer** on at least one committee -- hospitality, hanging, publicity, finance, facilities, Art Walks and Annual Paint Out -- as part of their responsibilities. All members attend the co-op's **business meetings** held every other month, usually on second Mondays, 6 - 8 pm.

All member artists sign Benicia Plein Air Gallery's **Co-Op Agreement** once a year. There is a provisional clause in the Membership Agreement which makes any new member provisional for the first three months, at the end of which they may become a permanent member. A permanent **membership commitment** is made for **one year**, as our building's lease has a yearly term. Gallery membership is currently limited to 13 members, and new members are juried into the gallery as an opening occurs. Prospective members are asked to submit an application and images. Qualified candidates are then invited to bring paintings to the gallery to be reviewed during the business meeting where the selection of new members will be made. All applicants will be notified of the outcome.

If you have any questions please e-mail Membership Chair **Maria SantoStefano**,  
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